

§ 35.6660 Property inventory reports.

(a) *CERCLA-funded property*—(1) *Content*. The report must contain the following information:

- (i) Classification and value of remaining supplies;
- (ii) Description of all equipment purchased with CERCLA funds, including its current condition;
- (iii) Verification of the current use and continued need for the equipment by site, activity, and operable unit, as applicable;
- (iv) Notification of any property which has been stolen or vandalized; and
- (v) A request for disposition instructions for any equipment no longer needed on the project.

(2) *Reporting frequency*. The recipient must submit an inventory report to EPA at the following times:

- (i) Within 90 days after completing any CERCLA-funded project or any response activity at a site; and
- (ii) When the equipment is no longer needed for any CERCLA-funded project or any response activity at a site.

(b) *Federally owned property*—(1) *Content*. The recipient must include the following information for each federally owned item in the inventory report:

- (i) Description;
- (ii) Decal number;
- (iii) Current condition; and
- (iv) Request for disposition instructions.

(2) *Reporting frequency*. The recipient must submit an inventory report to the appropriate EPA property accountable officer at the following times:

- (i) Annually, due to EPA on the anniversary date of the award;
- (ii) When the property is no longer needed; and
- (iii) Within 90 days after the end of the project period.

§ 35.6665 [Reserved]

§ 35.6670 Financial reports.

(a) *General*. The recipient must comply with the requirements regarding financial reporting described in 40 CFR 31.41.

(b) *Financial Status Report*—(1) *Content*. (i) The Financial Status Report (SF-269) must include financial infor-

mation by site, activity, and operable unit, as applicable.

(ii) A final Financial Status Report (FSR) must have no unliquidated obligations. If any obligations remain unliquidated, the FSR is considered an interim report and the recipient must submit a final FSR to EPA after liquidating all obligations.

(2) *Reporting frequency*. The recipient must file a Financial Status Report as follows:

(i) If a Financial Status Report is required annually, the report is due 90 days after the end of the Federal fiscal year or as specified in the Cooperative Agreement. If quarterly or semiannual Financial Status Reports are required, reports are due in accordance with 40 CFR 31.41(b)(4);

(ii) Within 90 calendar days after completing each CERCLA-funded response activity at a site (submit the FSR only for each completed activity); and

(iii) Within 90 calendar days after termination or closeout of the Cooperative Agreement.

[72 FR 24504, May 2, 2007, as amended at 75 FR 49417, Aug. 13, 2010]

RECORDS REQUIREMENTS UNDER A
COOPERATIVE AGREEMENT

§ 35.6700 Project records.

The lead agency for the response action must compile and maintain an administrative record consistent with section 113 of CERCLA, the National Contingency Plan, and relevant EPA policy and guidance. In addition, recipients of assistance (whether lead or support agency) are responsible for maintaining project files described as follows.

(a) *General*. The recipient must maintain project records by site, activity, and operable unit, as applicable.

(b) *Financial records*. The recipient must maintain records which support the following items:

- (1) Amount of funds received and expended; and
- (2) Direct and indirect project cost.

(c) *Property records*. The recipient must maintain records which support the following items:

- (1) Description of the property;